

THIS IS A LEGAL AND BINDING CONTRACT BETWEEN THE INSTITUTE FOR OPEN LEARNING AND THE UNDERSIGNED

I DECLARE THAT,

NO CANCELLATIONS WILL BE ACCEPTED AFTER REGISTRATION

- (1) All the particulars furnished by me on this form are true and correct, and I undertake to comply with rules, regulations and decisions of IOL, and any amendments thereto, and have taken note of advice which may be applicable to students in general and/or to the field of study for which I am registered;
- (2) The duty is upon myself to establish the level of benefits, if any, offered by my employer in case of successful completion of the course;
- (3) IOL shall be entitled upon notice to the student to provide such equipment or material as it deems necessary in the interest of the student;
- (4) Any cost incidental thereto shall be added to the fees payable. The student mandates IOL to instruct TRUSTCO FINANCE to adjust the loan accordingly;
- (5.1) In case of the goods being delivered by the Seller to the Purchaser, the address submitted by the Purchaser in this agreement shall be deemed to be the official delivery address of the Purchaser and all goods purchased shall be deemed to have been delivered to the Purchaser;
- (5.2) The Purchaser shall be liable to provide the Seller with written notice to the Seller on changing his/her address for the purposes of delivery;
- (5.3) All goods will become the risk and responsibility of the Purchaser once goods have been offloaded at the Purchaser's address set forth in the heading of this Contract. Delivery of the goods shall discharge the Seller of its obligations in terms of this agreement;
- (5.4) The Seller shall not be liable for the loss of goods or profit or any damages to the delivered goods if delivered to Purchaser's address;
- (5.5) In the case of delivery by any other means including that of the Purchaser collecting the goods from the Seller's premises, delivery is deemed to have taken place upon the delivery receipt being signed by the Purchaser and the risk of damage to or the loss of the goods shall pass to the Purchaser at the time of delivery;
- (5.6) It is precedent that the Seller shall not be liable for the loss of profits or any damage direct or indirect, consequential or otherwise, sustained by the Purchaser in consequence of deliveries, which may be in any respect incurred, or in consequence of non-delivery or late deliveries due to breakdowns of machines, strikes, labour disputes, wars, riots, civil commotion, delays by manufactures, or in transport accidents, legislation or regulations of any government or other authority, or other causes beyond our control;
- (5.7) Any times or dates for delivery or performance quoted by Seller are business estimates only and do not contribute contractual obligations;

STUDENT (Signature):

DATE:

MARKETER (name & surname):

SIGNATURE:

DATE:

APPROVAL OF YOUR APPLICATION MAY BE DELAYED IF ANY OF THE ABOVE INFORMATION IS NOT INCLUDED

INTERNATIONAL COMPUTER DRIVING LICENCE / TRAINING (ICDL):
MODULE 1 / MODULE 2 / MODULE 3 / MODULE 4 / MODULE 5 / MODULE 6 / MODULE 7
PRODUCT OF YOUR CHOICE (LAPTOP 14):
FOR CASH PAYMENTS, THE IMMEDIATE PAYMENT OF N\$ 1 350-00 STUDENT SUPPORT FEE IS COMPULSORY.

MICROSOFT E-TRAINING (MET)
MODULE 1 / MODULE 2 / MODULE 3 / MODULE 4 / Module 5 / Module 6
PRODUCT / TOOL OF YOUR CHOICE (LAPTOP 15 or Combo):
A+ (COMPUTER TECHNICIAN)
N+ (NETWORK)
GRAPHIC AND WEB DESIGN
GRAPHIC AND WEB DESIGN COURSE ONLY
GRAPHIC AND WEB DESIGN COURSE + TOOL
GRAPHIC AND WEB DESIGN COURSE + SOFTWARE
GRAPHIC AND WEB DESIGN COURSE + SODTWARE + TOOL
FOR CASH PAYMENTS, THE IMMEDIATE PAYMENT OF N\$ 600-00 STUDENT SUPPORT FEE IS COMPULSORY.

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) CERTIFICATE / STAND ALONE LEVEL	
FOR CASH PAYMENTS, THE IMMEDIATE PAYMENT OF N\$ 1 200-00 STUDENT SUPPORT FEE IS COMPULSORY PER YEAR.	
HUMAN RESOURCE DEVELOPMENT & MANAGEMENT TOURISM, TRAVEL & HOSPITALITY SMALL BUSINESS MANAGEMENT BUSINESS INFORMATION SYSTEMS	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
HIV / AIDS MANAGEMENT MARKETING MANAGEMENT FINANCE MANAGEMENT BUSINESS ADMINISTRATION	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) HIGHER CERTIFICATE / STAND ALONE LEVEL	
FOR CASH PAYMENTS, THE IMMEDIATE PAYMENT OF N\$ 1 200-00 STUDENT SUPPORT FEE IS COMPULSORY PER YEAR.	
HUMAN RESOURCE DEVELOPMENT & MANAGEMENT <input type="checkbox"/>	HIV / AIDS MANAGEMENT <input type="checkbox"/>
TOURISM, TRAVEL & HOSPITALITY SELECT TWO OF THE FOLLOWING: FIN - 2128 MANAGEMENT ACCOUNTANCY I <input type="checkbox"/> BAN - 2117 BUSINESS LAW I <input type="checkbox"/> BIS - 2317 SYSTEMS ANALYSIS I <input type="checkbox"/>	MARKETING MANAGEMENT SELECT ONE OF THE FOLLOWING: MKM - 235 MERCANTILE LAW <input type="checkbox"/> BIS - 2317 SYSTEM ANALYSIS I <input type="checkbox"/>
SMALL BUSINESS MANAGEMENT SELECT ONE OF THE FOLLOWING: BAN - 2117 BUSINESS LAW 1 <input type="checkbox"/> BIS - 2317 SYSTEM ANALYSIS 1 <input type="checkbox"/>	FINANCE MANAGEMENT SELECT ONE OF THE FOLLOWING: BAN - 2117 BUSINESS LAW I <input type="checkbox"/> BIS - 2317 SYSTEM ANALYSIS I <input type="checkbox"/>
BUSINESS INFORMATION SYSTEMS SELECT ONE OF THE FOLLOWING: HRM - 1146 HUMAN RESOURCE MANAGEMENT I <input type="checkbox"/> FIN - 2128 MANAGEMENT ACCOUNTANCY 1 <input type="checkbox"/> FIN - 2128 ACCOUNTING II <input type="checkbox"/>	BUSINESS ADMINISTRATION SELECT ONE OF THE FOLLOWING: BAN - 2117 BUSINESS LAW I <input type="checkbox"/> BIS - 2317 SYSTEM ANALYSIS I <input type="checkbox"/>

FOR CASH PAYMENTS, THE IMMEDIATE PAYMENT OF N\$ 1 200-00 STUDENT SUPPORT FEE IS COMPULSORY PER YEAR.

HUMAN RESOURCE DEVELOPMENT & MANAGEMENT

TOURISM, TRAVEL & HOSPITALITY

SELECT TWO OF THE FOLLOWING:

- MKM – 3137 STRATEGIC MARKETING
- BIS – 336 MANAGEMENT OF THE INFORMATION RESOURCE
- BAN – 3117 MANAGEMENT ORGANISATION I
- HRM – 3138 STRATEGIC HUMAN RESOURCE MANAGEMENT I

SMALL BUSINESS MANAGEMENT

SELECT TWO OF THE FOLLOWING:

- MKM – 3137 STRATEGIC MARKETING
- BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I
- FIN – 3127 CORPORATE FINANCE I
- HRM – 3138 STRATEGIC HUMAN RESOURCE MANAGEMENT I

BUSINESS INFORMATION SYSTEMS

SELECT ONE OF THE FOLLOWING:

- FIN – 3127 CORPORATE FINANCE I
- HRM – 3138 STRATEGIC HUMAN RESOURCE MANAGEMENT I

HIV / AIDS MANAGEMENT

MARKETING MANAGEMENT

SELECT TWO OF THE FOLLOWING:

- MKM – 3137 STRATEGIC MARKETING
- BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I
- FIN – 3127 CORPORATE FINANCE I
- HRM – 3148 STRATEGIC HUMAN RESOURCE MANAGEMENT I

FINANCE MANAGEMENT

SELECT TWO OF THE FOLLOWING:

- MKM – 3137 STRATEGIC MANAGEMENT
- BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I
- FIN – 3127 CORPORATE FINANCE I
- HRM – 3148 STRATEGIC HUMAN RESOURCE MANAGEMENT I

BUSINESS ADMINISTRATION

SELECT TWO OF THE FOLLOWING:

- MKM – 3137 STRATEGIC MARKETING
- BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I
- FIN – 3127 CORPORATE FINANCE I
- HRM – 3138 STRATEGIC HUMAN RESOURCE MANAGEMENT I

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) DEGREE COURSES

FOR CASH PAYMENTS, THE IMMEDIATE PAYMENT OF N\$ 1 200-00 STUDENT SUPPORT FEE IS COMPULSORY PER YEAR.

BUSINESS ADMINISTRATION:

YEAR 1:

YEAR 2: SELECT ONE OF THE FOLLOWING:

- BAN – 2117 BUSINESS LAW I
- BIS – 2317 SYSTEM ANALYSIS I

YEAR 3: SELECT ONE OF THE FOLLOWING:

- BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I
- FIN – 3127 CORPORATE FINANCE I

YEAR 4: SELECT ONE OF THE FOLLOWING:

- BAN – 4119 BUSINESS STUDIES IV: INTERNATIONAL BUSINESS AND MARKETING
- BAN – 4191 FIELD PROJECT: BUSINESS MANAGEMENT CASE STUDY
- BAN – 4193 FIELD PROJECT: GOVERNANCE & MANAGEMENT CASE STUDY

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) DEGREE COURSES

FOR CASH PAYMENTS, THE IMMEDIATE PAYMENT OF N\$ 4 800-00 FOR 4 YEARS IS COMPULSORY OR N\$1 200 PER YEAR (ONE YEAR).

HUMAN RESOURCE DEVELOPMENT & MANAGEMENT

YEAR 1:

YEAR 2:

YEAR 3:

YEAR 4:

SELECT ONE OF THE FOLLOWING:

- HRM – 4147 LABOUR RELATIONS IV
- BAN – 4119 BUSINESS STUDIES IV

SELECT ONE OF THE FOLLOWING:

- HRM – 4491 HR MANAGEMENT CASE STUDY
- HRM – 4492 HR DEVELOPMENT CASE STUDY
- HRM – 4493 PERSONAL ADMINISTRATION CASE STUDY
- HRM – 4494 GOVERNANCE & MANAGEMENT CASE STUDY
- HRM – 4495 LABOUR RELATIONS CASE STUDY

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) DEGREE COURSES

FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 1 200-00 PER YEAR STUDENT SUPPORT FEE IS COMPULSORY

FINANCE MANAGEMENT

YEAR 1:

YEAR 2: SELECT ONE OF THE FOLLOWING:

BAN – 2117 BUSINESS LAW I

BIS – 2317 SYSTEM ANALYSIS I

YEAR 3: SELECT TWO OF THE FOLLOWING:

FIN – 3127 CORPORATE FINANCE I

BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I

HRM – 3148 STRATEGIC HUMAN RESOURCE MANAGEMENT I

MKM – 3137 STRATEGIC MARKETING

YEAR 4: SELECT ONE OF THE FOLLOWING:

HRM – 2149 HUMAN RESOURCE MANAGEMENT II

BIS – 4315 INFORMATION MANAGEMENT STRATEGIES II

SELECT ONE OF THE FOLLOWING:

FIN – 4219 FIELD PROJECT: FINANCIAL MANAGEMENT CASE STUDY

BAN – 4193 FIELD PROJECT: GOVERNANCE & MANAGEMENT CASE STUDY

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) DEGREE COURSES

FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$1 200-00 PER YEAR STUDENT SUPPORT FEE IS COMPULSORY

MARKETING MANAGEMENT

YEAR 1:

YEAR 2: SELECT ONE OF THE FOLLOWING:

BAN – 2117 BUSINESS LAW I

BIS – 2317 SYSTEM ANALYSIS I

YEAR 3: SELECT ONE OF THE FOLLOWING:

BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I

FIN – 3127 CORPORATE FINANCE I

YEAR 4: SELECT ONE OF THE FOLLOWING:

MKM – 4138 MARKETING STUDIES IV

MKM – 4137 BUSINESS COMMUNICATION III

BAN – 4119 BUSINESS STUDIES IV

SELECT ONE OF THE FOLLOWING:

MKM – 4391 FIELD PROJECT: MARKETING CASE STUDY

MKM – 4392 FIELD PROJECT: MARKETING PROPOSAL

MKM – 4393 FIELD PROJECT: MARKET RESEARCH EXERCISE

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) DEGREE COURSES

FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 1 200-00 STUDENT SUPPORT FEE PER YEAR IS COMPULSORY

BUSINESS INFORMATION SYSTEMS

YEAR 1:

YEAR 2:

YEAR 3: SELECT ONE OF THE FOLLOWING:

FIN – 3127 CORPORATE FINANCE I

HRM – 3138 STRATEGIC HUMAN RESOURCE MANAGEMENT I

YEAR 4:

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM)

FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 1 200-00 STUDENT SUPPORT FEE PER YEAR IS COMPULSORY

HIV/AIDS MANAGEMENT

YEAR 1:

YEAR 2:

YEAR 3:

YEAR 4: SELECT ONE OF THE FOLLOWING:

HED – 4427 HEALTH EDUCATION IV

HAM – 4417 HIV/AIDS STUDIES IV

HED – 4426 PSYCHOLOGICAL COUNSELLING IV

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) DEGREE COURSES

FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 1 200-00 PER YEAR STUDENT SUPPORT FEE IS COMPULSORY

SMALL BUSINESS MANAGEMENT

YEAR 1:

YEAR 2:

YEAR 3: SELECT ONE OF THE FOLLOWING:

MKM – 3137 STRATEGIC MARKETING

BIS – 3315 INFORMATION MANAGEMENT SYSTEMS I

YEAR 4: SELECT ONE OF THE FOLLOWING:

SBM – 4156 ORGANISATIONAL BEHAVIOUR III: MANAGING A SMALL BUSINESS

SBM – 4157 STRATEGIC PLANNING II: IMPROVING A SMALL BUSINESS

SELECT ONE OF THE FOLLOWING:

SBM – 4591 FIELD PROJECT: SMALL BUSINESS DEVELOPMENT CASE STUDY

SBM – 4592 FIELD PROJECT: SMALL BUSINESS PROPOSAL

SBM – 4593 FIELD PROJECT: CREDIT FACILITIES FOR SMALL BUSINESSES IN NAMIBIA

INTERNATIONAL UNIVERSITY OF MANAGEMENT (IUM) DEGREE COURSES

FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 1 200-00 PER YEAR STUDENT SUPPORT FEE IS COMPULSORY

TRAVEL AND TOURISM MANAGEMENT

YEAR 1:

YEAR 2: SELECT ONE OF THE FOLLOWING:

BAN – 2117 BUSINESS LAW I

BIS – 2317 SYSTEMS ANALYSIS I

YEAR 3: SELECT ONE OF THE FOLLOWING:

HRM – 3145 STRATEGIC HUMAN RESOURCE MANAGEMENT II

MKM – 3137 STRATEGIC MARKETING

YEAR 4: SELECT ONE OF THE FOLLOWING:

TTH – 4191 FIELD PROJECT: LODGE MANAGEMENT CASE STUDY

TTH – 4192 FIELD PROJECT: TOURISM DEVELOPMENT CASE STUDY

TTH – 4193 FIELD PROJECT: TOURISM MARKETING PROPOSAL

INSTITUTE FOR CERTIFIED BOOKKEEPERS (ICB)

BOOKKEEPER (JUNIOR)

BOOKKEEPER (SENIOR)

ONLY IF YOU PASSED THE JUNIOR LEVEL

OFFICE ADMINISTRATOR (JUNIOR)

OFFICE ADMINISTRATOR (SENIOR)

ONLY IF YOU PASSED THE JUNIOR LEVEL

FOR CASH PAYMENTS THE IMMEDIATE PAYMENT OF N\$ 900-00 IS COMPULSORY

EXAMINATION VENUES: (IUM & ICB COURSES)

WINDHOEK	OTJIWARONGO	KATIMA MULILO	ONGWEDIVA
RUNDU	WALVIS BAY	KEETMANSHOOP	

